

25 SEP 1970

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23 September 1970

MEMORANDUM FOR THE RECORD

SUBJECT: Preconstruction Conference - Contract: Modification to Building A-25
25X1C4a

1. A preconstruction conference for the subject contract was held this date at 1000 hours in the Office of [REDACTED]

2. Those attending were as follows:

25X1A5a1

[REDACTED] Construction Co. Inc.

25X1C4a

25X1A9a

[REDACTED]
Eng Div
Eng Div.

3. Items mentioned were as follows:

- a. Contractor will report for work at 0700 hours and stop work at 1530 hours each workday.
- b. If Contractor will have a construction telephone at jobsite he is to contact C&P Telephone Co. and make arrangements at his expense.
- c. The Contractor will report all fire or first aid calls to the [REDACTED] Telephone Operator.
- d. As soon as Security Clearances are complete the contractor will be notified and can start work. The personnel working on this project will be photographed the first day they report for work and all badges will be issued for the duration of project.
- e. The Contractor shall furnish a portable toilet for his workmen. Location of toilet shall be subject to the approval of the [REDACTED] Post Engineer.
- f. The Contractor may use electrical power located in Building A-25.
- g. Water is available near construction site.

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- h. [REDACTED] has no vending machine available for contractor personnel.

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- 25X1A6a
- i. Excavation for cable route shall not start until contractor has walked complete line with [REDACTED] personnel pointing out buried water lines, telephone cables etc.
 - j. Contractor shall keep area clean as possible at all times and there is no dump site on Govt. property.
 - k. The contractor was advised that 1/2 of shelving is on site now and stored on Parking Lot "E".
 - l. Contractor auto parking shall be in Lot "E" next to stored shelving.
- 25X1A6a m. [REDACTED] requested copy of contractor's work schedule when approved
25X1C4a by [REDACTED]
- 25X1C4an. [REDACTED] and the Contractor were advised that the completion of this project within the time allowed is very important to [REDACTED]. Everything possible must be done to keep project on schedule. It was suggested that the contractor order security alarm equipment at once, to prevent delay.
- 25X1A6a

25X1A9a

[REDACTED]

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